

Handmade Ornament Campaign



Ornament Criteria for Outdoor 60+ Ft. Tree

Montana artists—all ages and skills—are invited to create ornaments that depict our theme “Sharing Montana’s Treasures”. To help ensure that your ornaments will be used on the 2008 Capitol Christmas Tree, please carefully read through ...

1. The design criteria, which are provided by the Architect of the Capitol-Washington D.C.,
2. A few guidelines, and
3. The process for “registering” and shipping your ornaments.

1. Design Criteria: Ornaments made for the outdoor “Capitol Christmas Tree” must be...

- 🌲 9–12” in size, and less than 1/2 pound in weight.
- 🌲 Durable & weatherproof for use out-of-doors for weeks of wet, cold wintery conditions.
- 🌲 Ready for hanging, with a 12-15 inch loop of 20 gauge (coat-hanger weight) wire attached to top corners.
- 🌲 Decorated with colorful materials that, if possible, are reflective. To minimize environmental impacts, ornament makers are encouraged to use recycled construction materials.
- 🌲 Decorated on both sides with a large, relatively simple design that can be seen from a distance of 25-70 feet.

2. Guidelines for our Ornament Makers...

- 🌲 Ornaments cannot reflect a religious or political theme.
- 🌲 No guarantees... Ornaments can’t be returned, there is no guarantee which ornaments will be used by the Capitol Architect or office managers who receive the companion trees, and ornaments may only be used for one year, so while they should be beautiful and thoughtfully created, valuable artwork is not appropriate.
- 🌲 **May 1st, 2008**—Delivery of ornaments made by school students;
September 30, 2008—Date for ornaments made by other youth & adult organizations.

Check out the reverse side of this handout for the process to follow to ensure your ornaments arrive on time and at the correct location.

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3. Ornament “Registration” and Shipping Process.

- Contact one of the three ornament coordinators as soon as possible, and let us know
 - √ Approximately how many ornaments we should expect from your group.
- Create your ornament(s) following the design criteria on the front side of this paper.
- Optional*—send digital photos of your group making ornaments, and of a few of your finished products for posting on our www.capitolchristmastree2008.org website.
- If you are working with young Montanans, between the ages of 5 and 19, fill out one Trip Entry Form for each young person who contributes an ornament. Trip entry forms need to be mailed separately from the boxed ornaments to the Bitter Root RC&D, Attention Ornament Maker Drawing, 1709 North 1st Street, Hamilton, MT, 59840 and received by September 1, 2008.

Instructions for Shipping Ornaments

- √ Ornaments must be received by **May 1st** from **schools**, and by **September 30, 2008** from **other youth & adult organizations**. It would be a tremendous help to us if you can ship your creations as soon as they are complete. We’ll look them over, take a few more pictures, repackage them for the trip to DC & carefully store them until they are loaded on the truck.
- √ **Call us before you ship** - we are looking for a state-wide sponsor to help cover shipping costs!
- √ Complete and include the Ornament Sponsors’ Sheet in your ornament shipment.
- √ Include, if you wish, a digital photo of your group or class.
- √ Carefully pack all ornaments for shipping.
- √ Ornaments should be shipped to:

Bitterroot National Forest
Attention CCT08 Ornament Coordinator
1801 North 1st Street
Hamilton, MT 59840.

Thanks, in advance. We can’t wait to see the results of your creative efforts!

Ornament Contacts:

- Katelyn Andersen, MSU Extension Service, katelyna@montana.edu, 375-6611 x 2
- Christine Romero, US Forest Service, christineromero@fs.fed.us, 329-3091
- Nan Christianson, US Forest Service, nchristianson@fs.fed.us, 363-7113

